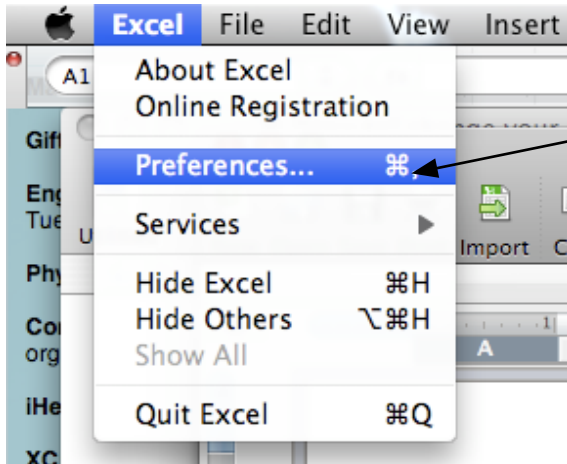
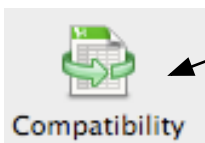


"How to" change your default format for Microsoft Excel files.

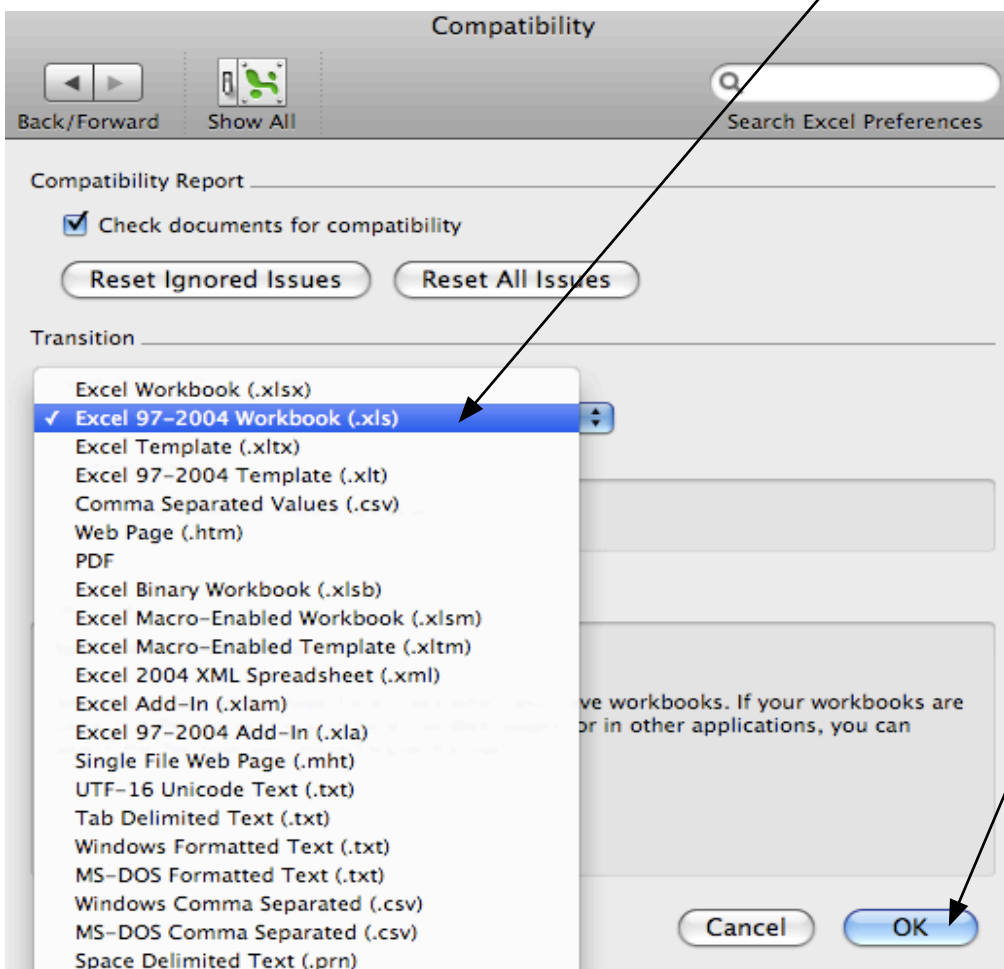


1. Click on Preferences under the Excel menu

2. Click the Compatibility option under Sharing and Privacy



3. Use the drop down and select Excel 97-2004 Workbook (.xls)



4. Press OK